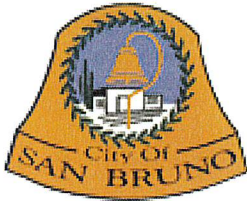


"The City With a Heart"



Kelly Lethin, *Chair*
Rick Biasotti, *Vice Chair*
Tom Hamilton
Auros Ansbergs Harman
Mary Lou Johnson
Valentine Morgan

MINUTES
PLANNING COMMISSION MEETING
December 17, 2019
7:00 p.m.

Meeting location: Senior Center,
1555 Crystal Springs Road, San Bruno

MEETING CALL TO ORDER at 7:05 p.m.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Chair Lethin	X	
Vice Chair Biasotti		Excused
Commissioner Hamilton	X	
Commissioner Harman	X	
Commissioner Johnson	X	
Commissioner Morgan	X	

STAFF PRESENT: Community and Economic Development Director, Darcy Smith
Planning and Housing Manager: Pamela Wu
Senior Planner: Michael Smith
Associate Planner: Rucha Dande
Community Development Technician: Gerry Igatanloc
Principal (Good City Company): Aaron Aknin
Associate Planner (Good City Company): Kelly Beggs

PLEDGE OF ALLEGIANCE: Commissioner Harman

1. APPROVAL OF MINUTES – November 19, 2019

Motion to approve November 19, 2019 meeting minutes
Commissioner Johnson / Harman

VOTE: 5-0
AYES: Commissioners Hamilton, Harman, Johnson, Lethin, Morgan
NOES: 0
ABSTAIN: 0

2. PUBLIC COMMENT ON ITEMS NOT ON AGENDA - NONE

3. ANNOUNCEMENT OF CONFLICT OF INTEREST

Commissioner Harman: Noted he will be recusing himself for item 4B.

4. PUBLIC HEARINGS

A. 191 Fernwood Drive (APN: 017-182-230)

Request for a Use Permit pursuant to Section 12.200.030.B.1. of the San Bruno Municipal Code to allow construction of a two-story addition at the rear of the building and excavate the existing crawl space to add a total of 1,070 square feet of floor area to the existing home. The total addition would increase the gross floor area of the existing home by more than 50% (70%).

Senior Planner Michael Smith: Presented staff report.

Questions for Staff

Commissioner Morgan: Commented he is happy with the proposed new windows.

Public Comments

Applicant Mark O'Tool: Commented reasons for this project is because his family is growing and wanted to preserve the view.

Commissioner Johnson: Noted the windows are in excellent condition and would not be replaced.

Chair Lethin: Thanked the applicant for adding the drip irrigation system.

Motion to approve Use Permit UP19-025

Commissioner Johnson / Morgan

VOTE: 5-0

AYES: Commissioners Hamilton, Harman, Johnson, Lethin, Morgan

NOES: 0

ABSTAIN: 0

B. 342 Angus Avenue W. (APN: 020-133-120)

Request for a Use Permit pursuant to Section 12.92.040.C and Section 12.96.070.10.(a) of the San Bruno Municipal Code, respectively, to allow an addition on a substandard lot and to allow addition to an existing residence that was built with no covered off-street parking space.

Associate Planner Rucha Dande: Presented staff report.

Questions for Staff

Commissioner Hamilton: Questioned if the history of the garage conversion was discussed at the Architectural Review Committee?

Chair Lethin: Responded the garage conversion was discussed and is included in the project scope.

Commissioner Hamilton: Questioned if there will be two off street parking spaces on the property?

Associate Planner Rucha Dande: Responded there is a shed in the rear yard that can be used to park two cars but the access driveway is too narrow to be used as a conforming driveway.

Commissioner Morgan: Commented on the two windows on the ground level and suggested to replace them with a single window that is proportional in scale as the one above it so it looks symmetrical.

Planning and Housing Manager Pamela Wu: Clarified the location of a single window per Commissioner Morgan's suggestion and staff will amend the condition to incorporate the changes.

Chair Lethin: Questioned staff about the existing curb cut and whether it will add additional parking space on the street?

Applicant Hyun Kim: Responded he can park a pickup truck on the driveway right now.

Associate Planner Rucha Dande: Responded the offstreet parking space was not counted but confirmed a small car can fit in the space.

Commissioner Hamilton: Added the space could provide two practical parking spaces.

Public Comment

Applicant Hyun Kim: Commented the project took almost a year in review process.

Commissioner Johnson: Noted parking is the same as other neighboring homes. Are you able to park beyond the existing gate in the rear?

Applicant Hyun Kim: Responded yes.

Motion to approve Use Permit UP19-015

Commissioner Morgan / Johnson

Commissioner Harman recused

VOTE: 4-0

AYES: Commissioners Hamilton, Johnson, Lethin, Morgan

NOES: 0

ABSTAIN: 0

C. 1150 El Camino Real, #209 (APN: 014-316-170)

Request the Planning Commission to allow a personal fitness/gym club use, as a conditional use, in a PD district pursuant to San Bruno Municipal Code Section 12.96.190.C.

Associate Planner Rucha Dande: Presented staff report.

Questions for Staff

Commissioner Hamilton: Questioned if the mall has special rules to limit employee parking?

Planning and Housing Manager Pamela Wu: Responded she is not aware of any.

Public Comment

Applicant Justin Zucker: Introduced himself and pointed out a gym would be a good use for this mall.

Commissioner Morgan: Questioned what is the time frame for construction?

Applicant Justin Zucker: Responded it may take eight weeks and can open as early as Q1 of 2020.

Commissioner Johnson: Requested information on hours of operation, number of employees and scheduling.

Applicant Justin Zucker: Responded hours will be for 9:00 a.m. to 9:00 p.m. but specific information on schedules is not available yet.

Commissioner Johnson: Clarified she wanted sufficient staffing coverage at the gym, especially in the morning and evening hours since the gym would not accommodate the typical working clientel that goes to work in the morning. The gym may be more suitable for other population that has a different schedule.

Commissioner Harman: Observed that the design for all lockers, showers and toilet facilities are in gender-specific spaces and suggests the possibility to consider adding gender-neutral, such as a family restroom with a shower?

Applicant Justin Zucker: Responded we will consider the suggestion.

Chair Lethin: Added that she goes to a gym with a gender-neutral bathroom with independent shower, changing room and locker space. She finds it beneficial.

Planning and Housing Manager Pamela Wu: Noted staff will document the recommendation to add a gender-neutral bathroom / locker room in meeting minutes.

Motion to approve Use Permit UP19-016

Commissioner Morgan / Hamilton

VOTE: 5-0

AYES: Commissioners Hamilton, Harman, Johnson, Lethin, Morgan

NOES: 0

ABSTAIN: 0

D. Amendments to San Bruno Municipal Code Title 12 (Land Use) Article III (Zoning) to rescind and replace Chapter 12.100 (Off-Street Parking and Loading), amend Chapters 12.92 and 12.96, and Parking Design Standards Resolution.

Planning Commission will review and make a recommendation to the City Council at a future public hearing for adoption of the Amendment of the San Bruno Municipal Code Chapter 12.100 (Off-Street Parking and Loading) and accompanying Parking Standards Resolution.

Planning and Housing Manager Pamela Wu: Presented staff report with Darcy Smith, Community and Economic Development Director, Kelly Beggs, Contract Associate Planner (Good City Company), and Aaron Akin, Principal (Good City Company). Other staff contributors include Hae Won Richie, City Engineer, Michael Kato, Associate Engineer, Joanna Kwok, Associate Engineer, and Marc Zafferano, City Attorney.

Questions for Staff

Commissioner Harman: Commented on prohibit unbundling parking as he is comfortable with the draft Ordinance and recommends adoption but would like to request Council to consider unbundling parking with RPPP permit program. Commissioner discussed the concept of paid parking and its price, commented that right people do pay for it.

Planning and Housing Manager Pamela Wu: Noted Commissioner Haman's comments and will forward it onto City Council for consideration during the January study session.

Commissioner Harman: Questioned if there is a consensus on unbundling parking with the other commissioners?

Commissioner Hamilton: Added unbundling parking is an easier way for someone to save money to just park in the neighborhood streets. So with RPPP program and enforcement, it would prevent spillover parking from a different neighborhood if unbundling parking is offered.

Chair Lethin: Questioned how is the Residential Parking Permit Program set up?

Commissioner Hamilton: Explained there are permit zones and staff will conduct a study to evaluate how many permits can be allowed per unit and it will be up to the residents to purchase those permits.

Commissioner Harman: Explained the permits are fundamentally tied to the housing unit.

Commissioner Hamilton: Responded that he would only support unbundling parking if there is a permit parking program in place for a particular neighborhood since both programs would work together.

Commissioner Harman: Noted his agreement.

Commissioner Johnson: Noted her support of Commissioner Hamilton's concept. Clarification on the Uber drivers parking situation and how RPPP may help alleviate the

program since they wouldn't be residents.

Commissioner Harman: Responded the Uber driver parking issue in Bel Air is with idle Uber cars and since the neighborhood is close to the airport, some non-residents also use the area for free long term parking.

Commissioner Hamilton: Added that the Uber driver issue is that the apartment in the neighborhood does not have adequate parking and there are teams of drivers who have six cars and share the apartment.

Chair Lethin: Noted to staff to add comments regarding the connection between unbundling parking and the residential parking permit program (RPPP) plan and to consider the relationship together.

Planning and Housing Manager Pamela Wu: Responded that staff will include the comment.

Commissioner Harman: Pointed out the proposed 30% parking reduction for new development on San Mateo Avenue because they can benefit from a future garage.

Contract Associate Planner (Good City Company) Kelly Beggs: Responded yes.

Commissioner Hamilton: Questioned what is the in lieu fee?

Principal (Good City Company) Aaron Akin: Responded the in-lieu fee would be dependent on the area of town. In the Bay Area, prices range anywhere from five to fifty thousand dollars per space.

Commissioner Morgan: Questioned that "residential parking is for a passenger vehicle only," does it exclude a pickup truck?

Contract Associate Planner (Good City Company) Kelly Beggs: Responded a passenger vehicle includes non-commercial vehicles.

Commissioner Hamilton: Questioned how will the proposed parking amendment affect the current business like Atlas Pizza? Can they expand?

Planning and Housing Manager Pamela Wu: Responded in theory yes. They can expand or add another 2,500 square feet or do a 30% in lieu fee without providing additional onsite parking.

Chair Lethin: Noted can a merchant like Atlas Pizza theoretically divide the store space in half to accommodate multiple tenants?

Planning and Housing Manager Pamela Wu: Responded right now the current parking code would take the entire space and divide up by a number of square footage per public space. Staff has not entertained the idea of splitting up the space.

Principal (Good City Company) Aaron Akin: Added the in lieu fee could be scaled lower for small downtown business owners and at a higher scale for larger new construction.

Commissioner Johnson: Noted she would like staff to consider the added traffic volume due to parking reduction and incentives provided for downtown merchants.

Planning and Housing Manager Pamela Wu: Responded staff will take it in to consideration.

Commissioner Hamilton: Questioned how many square feet per customer is allotted for a restaurant?

Contract Associate Planner (Good City Company) Kelly Beggs: Responded one space per 100 square feet of public floor area is proposed for a restaurant.

Commissioner Hamilton: Questioned on another business that was denied in new building Aperture, will this guidelines have any change to the proposed uses?

Contract Associate Planner (Good City Company) Kelly Beggs: Responded that if a previous business was denied then new uses would be subject to new entitlement requirement.

Commissioner Hamilton: Realized the building was built after 2005.

Chair Lethin: Clarified that the conservative numbers for residential requirement as proposed is only for development within the Transit Corridor Plan.

Contract Associate Planner (Good City Company) Kelly Beggs: Responded yes this approach was reviewed and directed by City Council in May 2018.

Chair Lethin: Questioned will the Commission be able to make exceptions when considering conditional use permits that involves residential parking scenarios?

Contract Associate Planner (Good City Company) Kelly Beggs: Responded there are more specific provisions added in the proposed amendment for single-family homes which allows up to 250 square feet of addition without providing additional parking. Also, tandem parking garage and parking compliance permit would be allowed.

Chair Lethin: Noted she is glad that there is the flexibility.

Chair Lethin: Questioned what pooling private and public spaces as mentioned the TCP meant?

Principal (Good City Company) Aaron Akin: Pointed to the Park Once and Walk Policy, this is one of the ideas behind the in lieu fees.

Chair Lethin: Noted this pooling private and public spaces concept relates to having a centralized parking garage.

Commissioner Johnson: Questioned how will current businesses with zero frontage work to provide onsite parking with this resolution?

Principal (Good City Company) Aaron Akin: Responded the idea is to eventually constructing a downtown garage with proper signage.

Commissioner Johnson: Envisioned the parking garage will have lights indicating parking availability.

Chair Lethin: Asked if there are additional requirements for electric vehicles parking and/or charging stations?

Contract Associate Planner (Good City Company) Kelly Beggs: Responded these requirements are governed by the building code.

Public Comment

The following members of the public spoke regarding this item:

- Jack Verducci
- Peter Conrad
 - What qualifies as a new development?
 - CBD versus non-CBD districts are allotted different parking requirements?
 - Is the State of California or the City stipulating parking requirement?

Commissioner Harman: Added to include valet parking service at certain qualifying locations for Council to consider during the January study session.

Planning and Housing Manager Pamela Wu: Responded staff will be included in the comment.

Motion to approve Amendments to San Bruno Municipal Code Title 12.

Commissioner Hamilton / Harman

VOTE: 5-0
AYES: Commissioners Hamilton, Harman, Johnson, Lethin, Morgan
NOES: 0
ABSTAIN: 0

5. ITEMS FROM STAFF –

A. Election of Chair and Vice Chair

Nomination for Commissioner Lethin as Chair

Commissioner Johnson / Morgan

VOTE: 5-0
AYES: Commissioners Hamilton, Harman, Johnson, Lethin, Morgan
NOES: 0
ABSTAIN: 0

Nomination for Commissioner Biasotti as Vice Chair

Commissioner Lethin / Morgan

VOTE: 5-0
AYES: Commissioners Hamilton, Harman, Johnson, Lethin, Morgan
NOES: 0

ABSTAIN: 0

B. Planning Commission annual presentation to City Council scheduled on January 14, 2020.
Planning and Housing Manager Pamela Wu: Noted staff will finalize presentation and consult with the Chair.

C. Selection for the January 16, 2020, Architectural Review Committee members
Volunteers: Commissioners Harman, Hamilton, Lethin
Backup: Morgan

6. PUBLIC COMMENT ON ITEMS NOT ON AGENDA - NONE

7. ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS

Commissioner Hamilton: Noted he attended the Planning Commission training in October at the San Mateo Main Library and he highly recommends to other commissioners.

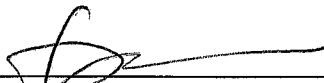
Commissioner Harman: Noted staff to notify the Commission of any future training opportunities.

Planning and Housing Manager Pamela Wu: Clarified it will be available in the spring and will notify the commissioners.

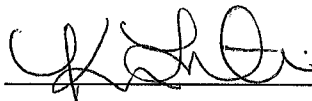
Commissioner Hamilton: Noted to staff requesting a presentation on code enforcement in the future.

Planning and Housing Manager Pamela Wu: Responded staff will schedule a code enforcement presentation in 2020.

8. ADJOURNMENT: Meeting was adjourned at 9:04 p.m.



Pamela T. Wu
Secretary to the Planning Commission
City of San Bruno



Kelly Lethin, Chair
Planning Commission
City of San Bruno

1/21/2020

NEXT MEETING: January 21, 2020